DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
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WASHINGTON, D.C. 20350-1000

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MEMORANDUM FOR DISTRIBUTION

Subj: ALTERNATIVE DISPUTE RESOLUTION

Encl: (1) HRSC ADR Coordinators List for DON Workplace ADR

Workplace conflicts can distract Navy and Marine Corps personnel from focusing on the mission of their organization. For this reason, Department of the Navy (DON) policy is to use alternative dispute resolution (ADR) processes, like mediation, at the earliest stage possible in most civilian employment disputes.

The DON's award-winning Workplace ADR Program offers its impartial Certified Mediators to help people find creative solutions for conflicts with supervisors or even co-workers. DON Certified Mediators are fellow DON-employees who understand the unique issues facing the DON workforce, have passed rigorous evaluations and come at no cost to individual employees. The mediation process gives employees the opportunity to voice concerns, and hopefully, reach a mutually beneficial resolution.

You can visit www.adr.navy.mil to learn more about ADR. If mediation might be right for you, use the "I Need a Mediator!" feature on the website to begin the process via e-mail or contact the ADR Coordinators found in enclosure (1).

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